

**CERTIFICATION LETTER
FOR FY 2001-2002
225/231 DATA SUBMISSION**

This certifies that the enclosed end of year benchmark data sent to CASAS is accurate and complete and is thus the official data submission for this agency for the 2001-2002 program year. I also certify that there are complete records to support all TOPSpro data submitted and that all programs have been conducted in accordance with Federal and State laws and regulations.

I understand that CASAS will return to me an official verified Benchmark Summary Report for my agency based on the data received from us. At this point our agency will have the opportunity to compare the official Benchmark Report produced by CASAS for our agency and the one we produced internally. If discrepancies exist, I understand that I will be given the opportunity to contact my CDE Regional Consultant and receive technical support from CASAS, as long as all disputes are resolved during the following timeline:

No later than August 15, 2002 Data disk and benchmark report **received** by CASAS

No later than September 15, 2002 All data submission disputes **resolved**

Before sending your end of year data to CASAS, please complete the section below indicating the priorities you have been funded for the 2001-2002 program year. If you did not receive funding in a priority, please mark the NF (not funded) column.

	F	NF		F	NF
Priority 1			Priority 4		
Priority 2			Priority 5		
Priority 3					

Agency Name (Print)

Person Completing Form (print)

Telephone

Signature

Date

Agency's Authorized Agent (print)

Telephone

Signature

Date